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To:	Technology Center		2000 VIL ROOM	VED
From:	Dora Stroud, Supervisor OIPE Customer Service	4 Constitution (1997)	M	

Subject: Customer Requests

Serial Number: 09459 984

Charge Location 0350

File Location:

The attached request for a corrected file receipt has been completed. Please forward the case to OIPE, Customer Service, CP2-6th Floor.

If you decide to keep the case, assign the request a paper number, endorse contents, punch holes in the documents, and replace the old Bib Data sheet with the updated version in the center of the file.

Your cooperation is greatly appreciated.